

May 18, 2021
Regular Session
Bonifay, Florida

The Holmes County Board of Commissioners met for a Regular Session on the above date with the following members present: Commissioners Clint Erickson, Jeff Good, Brandon Newsom, Phillip Music and Commissioner Earl Stafford, Chairman of the Board.

Brandon Young, County Attorney, and David Corbin, Project Director, were also present.

Leigh Ann Ennis, Deputy Clerk, was present and kept the minutes.

Chairman Stafford called the meeting to order at 9:00 a.m. David Corbin, Project Director, led the prayer and pledge.

The following items were added prior to adopting the Agenda:

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| • Commissioner Item | Steverson Road Culverts |
| • Commissioner Item | Esto Town Letter |
| • County Attorney | Sign Board Policy |
| • County Coordinator | Introduce New Planner |
| • County Coordinator | Building Department Update |

Commissioner Music offered the motion to accept the amended agenda. Commissioner Newsom offered the second and the motion passed unanimously.

Commissioner Music offered the motion to adopt the minutes from the May 4, 2021 Regular Session and the May 11, 2021 Special Session. Commissioner Newsom offered the second and the motion passed unanimously.

David Corbin, Project Director, presented John Feeney, Alday-Howell Engineering, as the new contracted County Planner.

Steve Connell, EMS Director, explained that it was National EMS Week and stated that Doctors Memorial Hospital purchased stethoscopes for all the full-time County EMS employees. The EMS Department purchased a bag for all the full-time employees as well as a travel mug with the County logo for all full-time and part-time employees.

Steve Connell, EMS Director, reported that the last remaining full-time position will be filled by a paramedic graduating in August. Mr. Connell also explained that people continue to apply for part-time employment with the EMS Department.

Troy Balsters, private citizen, discussed road erosion which is affecting his property located at 2223 Horse Barn Road in Westville. Mr. Balsters stated that the runoff causes damage to his property including fencing issues and rutting at the edge of the road. Mr. Balsters explained that the road appears to be graded improperly and the culverts cannot handle the amount of water flowing through them. A County Engineer will inspect the issue and make recommendations to the Board.

John Feeney, Contracted Planner, presented a project summary for Kevin Smith's proposed manufactured home and vehicle sale site. Mr. Feeney outlined the conditions of the proposal and Mr. Smith agreed to the conditions. Discussion included:

- Mr. Smith may use up to six acres for the planned business
- Driveway restrictions are not necessary but must meet DOT requirements
- Mr. Smith does not plan to stock and sell a large number of manufactured home or vehicles from this property but does need to have a sale location for business licensing
- The request is not for a land use change as the land is already designated as mixed use

Mr. Feeney recommended that the Board approve the issuing of the development permit. Commissioner Newsom offered the motion to issue the development permit contingent upon meeting the conditions outlined in the planning report. Commissioner Music offered the second and the motion passed unanimously.

(Planning Proposal)

Commissioner Erickson discussed the need to set uniform towing rates as there have been numerous complaints about the range of rates being charged in Holmes County when FHP dispatches a wrecker to the scene of an accident. Brandon Young, County Attorney, will draft a resolution to present at the next regular session.

Angie Purvee, Finance Director, explained the resources available through the American Rescue Plan. Discussion included:

- Funds are earmarked for Coronavirus recovery
- Holmes County has been allocated \$3,810,372.00
- Concerns over reporting requirements
- Liberty Partners has inquired about possibly managing these funds for the County

Liberty Partners will be invited to the next regular session to participate in further discussion

(Plan Packet)

David Corbin, Project Director, discussed the Construction Board. Mr. Corbin explained that he was having difficulty finding contractors who are willing to participate. Mr. Corbin recommended suspending the search for contractors to participate due to recent turn over in the Building Department as well as contractors being unwilling to participate. Further discussion included:

- Hiring a full-time Building Inspector
- Hiring a second Contracted Building Inspector on an as needed basis
- Needing someone to handle compliance as well as making sure inspections of completed work are done

Commissioner Erickson offered a motion to advertise for a State Registered Building Inspector and a State Certified Building Inspector, along with hiring a second contracted building inspector (as the current building official is a contracted position), with Commissioner Music offering the second. Commissioners Erickson, Music, Good and Newsom voted "yes" and Chairman Stafford voted "no". The motion passed.

Cliff Knauer, Dewberry Engineering, discussed applying for the 319 Water Quality Program through DEP, specifically in references to properties located on Morrow Road, with the application due in September. Mr. Knauer explained that this is a 60/40 program and the 40% can be in kind labor. Mr. Knauer stated that the application will take a few months to complete and he is willing to do the application free of charge. Mr. Knauer explained that it is a relatively small project, just short of half a mile of paving, and should cost approximately \$300,000.00 with the ditches incurring the greatest cost. Commissioner Good offered the motion to proceed with the 319 Application process and Commissioner Newsom offered the second. The motion passed unanimously.

Cliff Knauer, Dewberry Engineering, discussed the Ammons Road project explaining that the meeting with FEMA inspectors went well and the project should be classified as a large-scale repair project under Hurricane Sally. Mr. Knauer explained that all costs such as design, permitting and construction should be covered by FEMA.

Cliff Knauer, Dewberry Engineering, discussed Northdale Division drainage issues. The following points were discussed:

- The main drainage ditch has culverts that may be too small which restricts drainage
- The elevation of the ditches and culverts are issues throughout the subdivision
- Dewberry Engineering will take care of the surveying and Melvin Engineering will design possible solution
- The manhole on Hwy 79 may be diverting water into the subdivision as there may be too much water flow into one area to allow the water to drain away from the subdivision
- Melvin Engineering will investigate possible grant funding through the Rural Infrastructure Fund

Commissioner Erickson offered a motion to allow Dewberry Engineering to begin the surveying in Northdale Subdivision with plans to use grant funding to pay for the costs associated with the project. However, Board Contingencies will be used with plans to reimburse if or when grant funds become available. Commissioner Newsom offered the second and the motion passed unanimously.

Cliff Knauer, Dewberry Engineering, discussed a conference call with Kim Allen, DEP, regarding the timeline for permitting the Bonifay Chipley Road project. Mr. Knauer explained that DEP has “moved this project to the top of their list” because of the grant money involved.

Cliff Knauer, Dewberry Engineering, reported that the FEMA Alternative Procedures Roads permit applications have been received by DEP and that inspection by DEP is the next step in the process. Mr. Knauer confirmed that DEP is aware of time constraints associated with the project.

Jake Mathis, Melvin Engineering, reported that Peak Road should be the only FEMA Alternative Procedures Roads of their group of applications that will require a permit due to the presence of wetlands.

Jake Mathis, Melvin Engineering, discussed the progress of the Bonifay Gritney Road project. Discussion included:

- Sod is being put out today
- Thermo will be applied next week

- Complaints of potholes or “mushy spots” in the pavement

Mr. Mathis will go out and look at the pavement after the meeting to make determinations about the “mushy spots” in the pavement

Jake Mathis, Melvin Engineering, recommended that the Board make a motion granting Melvin Engineering permission to apply for the Rural Infrastructure Funding that was discussed with regards to Northdale Subdivision. Commissioner Erickson offered the motion granting Melvin Engineering permission to apply for Rural Infrastructure Funding for the drainage improvement costs involving Northdale Subdivision. Commissioner Music offered the second and the motion passed unanimously.

Bob Stinebaugh, Integrity Group, discussed the letter sent to FEMA requesting an extension to complete the FEMA Alternative Procedures Roads. Mr. Stinebaugh explained that he has not heard back from FEMA at this time.

Bob Stinebaugh, Integrity Group, discussed that County policy regarding wooden bridges with more than 50% damage be replaced with concrete. Mr. Stinebaugh explained that FEMA may not want to replace wooden bridges damaged by Hurricane Sally with concrete in all instances as some of the damaged wooden bridges were built after this policy went into effect.

Brandon Young, County Attorney, presented Ordinance #21-02 entitled “Holmes County Sexual Offenders/Predator Residency Restriction Ordinance” and discussion included:

- Ambiguity of the ordinance
- Comparisons to surrounding counties’ ordinances dealing with the same issue
- The possibility of listing specific locations where sex offenders cannot live

Commissioner Erickson offered the motion allowing the Chairman to sign and approve the ordinance. Commissioner Newsom offered the second and the motion passed unanimously.

(Ordinance)

Brandon Young, County Attorney, presented a proposed policy stating where, how and by whom the digital signs purchased with COVID Relief funds can be used as related to County public safety. Commissioner Erickson offered a motion adopting the policy and requiring anyone who uses the signs to sign a liable for damages agreement as well as making David Corbin responsible for overseeing the sign out process. Commissioner Music offered the second and the motion passed unanimously.

(Policy)

Commissioner Good presented a letter from Ponce de Leon Volunteer Fire and Rescue requesting assistance paying for training for a Swift Water Rescue Team. PDL Chief Douglas Rimmel led the discussion which included:

- Paying for equipment versus paying for training
- Accountability of Fire Departments in terms of use of funds and procurement process

- Possibility of including team members from other departments
- Where to appropriate possible funds

Commissioner Erickson offered the motion to pull \$3,300.00 from the District 5 Pole Barn Project to pay for the equipment for the PDL Volunteer Fire Department Swift Water Rescue Team. Commissioner Good offered the second and the motion passed unanimously.

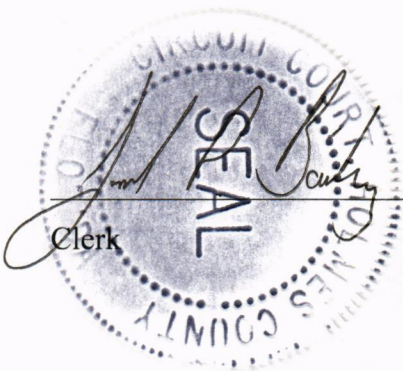
(Letter)

Commissioner Music discussed the need to purchase \$19,000.00 worth of culverts for Steverson Road. Commissioner Music explained that there is only \$14,000.00 left in the District 3 Road Repairs and Maintenance Budget and that needs to last until the end of the fiscal year. Commissioner Erickson offered the motion to use \$15,000.00 from CARES Act Payroll Reimbursement Funds to purchase the culverts for Steverson Road. Commissioner Music offered the second and the motion passed unanimously.

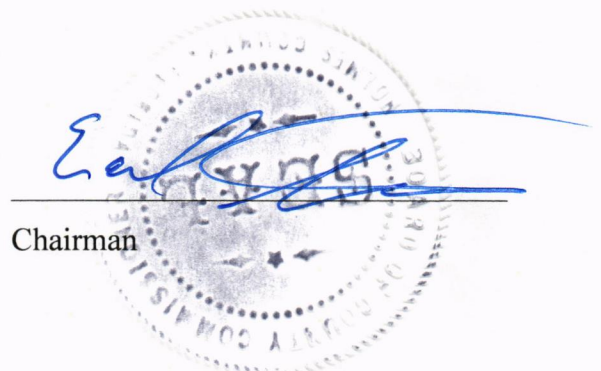
Chairman Stafford presented a letter from the Town of Esto regarding a family with no access to their home as the road was washed out by Hurricane Sally. Chairman Stafford stated that District 4 will provide a culvert to be used. Commissioner Erickson offered the motion stating that the Town of Esto will be responsible for obtaining the required easement from the family in need and the County will complete necessary repairs for this family to have access to their home. Commissioner Good offered the second and the motion passed unanimously.

(Letter)

There being no further business at this time, the meeting was adjourned at 11:10 a.m.



Clerk



Chairman